

TOWN OF POLK
Plan Commission Minutes
September 1, 2009
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I. Call Meeting to Order - The meeting of the Plan Commission of the Town of Polk was called to order by Chairman Albert Schulteis immediately after the Public Hearing.

A. Official Meeting Notice - Chairman Schulteis reported that the notice of the meeting was sent to the West Bend Daily News, the Hartford Times Press, WBKV, WTKM, Milwaukee Journal Sentinel and posted at the Town Hall, Highway View School, Cedar Hills bulletin boards, and also posted on the Town of Polk website.

B. Roll Call - Members present: Chairman Albert Schulteis, Willard Heppe, Karen Reiter, Mark Peters, Marvin Kissinger, Robert Roecker, Supervisor Theodore Merten, guest Supervisor Harold Groth and Judy Stephenson, Zoning Secretary.

C. Approval of minutes for July 7, 2009 - Motion made by Karen Reiter to approve the July 7, 2009 minutes with correction (*italicized*). Motion seconded by Robert Roecker. All voted in favor and motion carried.

II. Unfinished Business - none

III. New Business - Discussion/Possible Action on the Following:

A. Application for Business Use by Michael Brue d/b/a Brue's Brothers, LLC to operate a portable welding and fabrication business to be located at 2623 Hwy 175, Richfield. Section 35, Zoned M-1 Industrial.

Chairman Schulteis, stated that Mr. Brue had phoned and asked to be taken off the agenda stating he is not ready to proceed in his purchase of the property.

B. Final CSM for Mary Alice Karius-Becker, 4226 Pleasant Valley Rd., West Bend, for 2 10 acre lots out of a 28.35 acre parcel. Tax Key T9-0087-00Z. Section 4, Zoned A-1 Agriculture.

Chairman Schulteis stated that the CSM was in order, set backs were shown and soil tests had been taken.

Motion made by Karen Reiter and seconded by Willard Heppe to recommend approval to the Town Board of the final CSM for 2 10 acre lots out of a 28.35 acre parcel. All voted in favor and the motion carried.

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C. Town of Polk Multi-Jurisdictional Comprehensive Plan.

Chairman Schulteis thanked all the participants of the Public Hearing and commended the Plan Commission for 3 ½ years of tireless efforts on the Plan. He further stated that the Plan had been gone through line by line and revised until it was right and ready to be presented. Chairman Schulteis stated that the Plan can be amended at any time as may be needed.

Nancy Anderson, SEWRPC, stated that she appreciated working with a Town that reads their Chapters and provides comments and corrections. She further stated that SEWRPC was available to assist if the Town should wish to make any changes or any amendments in the future.

Josh Glass, Washington County, stated that he reiterated what Nancy Anderson said and he also commended the Town for reviewing the Chapters of the Plan in great detail.

Motion made by Karen Reiter and seconded by Robert Roecker to approve and recommend that the Town Board enact an ordinance adopting the Comprehensive Plan for the Town of Polk 2035 with the option of amending it as needed. All voted in favor. Roll Call vote - Supervisor Ted Merten, yes - Karen Reiter, yes - Mark Peters, yes - Willard Heppe, yes - Marvin Kissinger, yes - Robert Roecker, yes - Albert Schulteis, yes. The vote was unanimous and the motion carried.

D. Resolution 09-05 Approving Town of Polk Multi-Jurisdictional Comprehensive Plan.

Judy Stephenson read Resolution 09-05.

Motion made by Karen Reiter and seconded by Mark Peters to recommend approval to the Town Board of the Resolution 09-05 approving the Town of Polk Multi-Jurisdictional Comprehensive Plan. All voted in favor and the motion carried.

E. Presentation by Cedar Springs Church, 3128 Slinger Rd., Slinger, regarding the Family Promise of Washington County Day Center.

Marilynn Gundrum, 3181 Mileview Rd., West Bend, store coordinator for St. Vincent De Paul stores, explained the Family Promise of Washington County and how the Day Center is operated. She stated that it is a hospitality program that serves families that are homeless, giving them basic needs of shelter, meals and other resources. She further stated that the Day Center is where they do the other resources - providing such things as mentoring, job and financial counseling, working with them so when they leave the program they become independent. Laura Reitz, Director for Bread of Life of the Salvation Army, showed a DVD to further explain the program.

Ms. Reitz stated that families are in the program for an average of 30 days; they can stay as long as a **TOWN OF POLK**

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2 months but that would be unusual, after that they would be moved into transitional housing. Laura Retz stated that it is an interfaith program with 10 to 13 churches in Washington County involved. Other community agencies such as Workforce Development are involved so it is a very cost efficient program. The Churches take care of the hospitality, housing and meals; the Day Center is where the work is done with the families and individuals to strengthen their lives, help with resumes, help them get jobs, and provide mentoring. They move from the churches at 7 a.m. to the Day Center where they remain until 5 p.m. when they transfer back to the churches. There are two buildings at Cedar Springs Church - the house will be used to work with 2 to 3 families. Some of the family will be employed and will go to their jobs and the children will be able to go to the same school they have been attending. Fourteen people is the maximum number to be at the house for the Day Center and this is the only Day Center in Washington County. Chairman Schulteis stated that what government may not be able to do for people in need, the Churches can do - it is an opportunity to live our faith. Chairman Schulteis also stated that the Town Building Inspector wanted to be sure the building can handle the number of people to be served. Ms. Gundrum stated that there would never be more than 14 people to be served at a time. Marvin Kissinger asked how many volunteers were needed. Ms. Gundrum stated that she has advised the churches to provide 30 to 50 volunteers but the Day Center will have a Director, a part-time Case Manager and one or two volunteers.

Judy Stephenson stated that since the Day Center is a permitted use in the Institutional District zoning of Cedar Springs Church, no motion is needed on the informational presentation.

C. Zoning Violations - Judy Stephenson stated that the Town Officer was going to stop by the property on Hwy C to check the progress of the junk removal. Also, the Officer visited a business on Hwy P and advised the owner that a citation would be issued if any painting was done there.

IV. Other Business

A. Correspondence - none

B. Informational items - none

C. Board of Appeals - Karen Reiter stated that the ZBA met on August 27, 2009 to decide the variance request of Kevin and Sharon Peters at 3525 Cumberland Trail, Slinger for a 10 foot high fence to enclose a tennis court. The variance was granted. The Town does not have an Ordinance for tennis courts so the ZBA suggestion to the Plan Commission is that an Ordinance be added that addresses tennis court fences as well as possible lighting - (see attached). Rodney Bartlow stated that the current Ordinance on fences does not seem to anticipate fencing that is not on the property line but instead is used to protect something inside the property. He further stated that he had looked at Ordinances from Kenosha, Waukesha and some others and concluded that we may want to broaden it beyond tennis courts to just say recreational facilities.

Nancy Anderson stated that SEWRPC has some standards for recreational facilities.

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D. Building Inspector's Report -.none

V. Adjournment - Motion made by Karen Reiter and seconded by Robert Roecker to adjourn.
All voted in favor and the meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

Judy Stephenson
Zoning Secretary